



Minutes

**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, May 13, 2014 at 6:30 PM
Cedar Park City Hall Council Chambers
450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613**

BOARD OF DIRECTORS

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|--|---|
| <input type="checkbox"/> Kaden Norton, Place 1
<input checked="" type="checkbox"/> Vice President Brian Rice, Place 5
<input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | <input checked="" type="checkbox"/> President David Burger, Place 2
<input checked="" type="checkbox"/> Corbin Van Arsdale, Place 4
<input checked="" type="checkbox"/> Ryan Wood, Place 6
<input checked="" type="checkbox"/> Brad Young, Place 7 |
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- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
President Burger Called the meeting to order at 6:32PM noting that a quorum was present.
- A.2 Consider Approval of the Minutes.**
 a) April 8, 2014 Regular Called Board Meeting
Vice President Rice moved to approve the minutes of the April 8, 2014 regular called board meeting as provided. President Burger seconded the motion and it passed with a 6-0 vote.
- A.3 Citizen Communications**
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)
None.
- A.4 Board Members' Opening Comments**
President Burger congratulated Director Van Arsdale on his election to City Council, thanked him for his service during his time on the Community Development Board, and said that he looked forward to continuing to work with him in his new role. The other board members also congratulated him. The Board presented Director Van Arsdale with an award.

President Burger urged the Board members to encourage other residents to come out to future elections and play an active role in city government.
- A.5 Presentations**
 a) Presentation By Mr. Mohammad Suleiman Related To A Corridor Enhancement Sign Removal And Replacement Project At 2801 North Bell Boulevard.

Mr. Suleiman from Kwik Kar, located at 2801 North bell Boulevard, explained to the Board that his business would like to replace the current pole sign with a new LED monument sign. He said he anticipated that the project would begin in September and be completed by mid-October.

Director Young asked Mr. Suleiman how he heard about program. He said he learned of the program last year through a company he was doing business with at that time.

President Burger asked if he had acquired quotes for this project. Suleiman said he did have quotes and that quote estimates \$27,660 for the removal and replacement of the sign.

President Burger asked if Mr. Suleiman was aware of other corridor enhancement projects sponsored by the 4B board. President Burger asked that staff work with Mr. Suleiman to investigate possible other corridor enhancement improvements for this property.

- b) Presentation By Matt Headley On The Corridor Enhancement Project At Good Shepherd, 700 W. Whitestone.

Matt Headley from Good Shepard Lutheran Church provided the Board with an update on the Church's Board funded project. He thanked the board for their support of this project and gave the Board an update about this project. He said that TXDOT removed the barrier in front of their location and the regraded the ground to a 6:1 slope. A fire hydrant was raised to accommodate the new slope and several trees were removed. The new monument sign was installed and pictures of the new sign and improved landscaping was displayed for the Board to see. Mr. Headley explained that this project benefitted from many volunteers who came out to assist with the landscaping. The Board thanked Mr. Headley for the update and said they were very pleased with the project. President Burger said that he would like it if Mr. Headley could provide the Board with any lessons learned during this project that the Board could provide to other businesses that come forward with similar project ideas.

B.0 STAFF REPORTS (DISCUSSION ONLY)

B.1 Finance Report – Aaron Rector, Assistant Finance Director

- a) Quarterly Report On FY 2013-2014 Revenues, Expenditures, And Fund Balance.

Aaron Rector, Assistant Finance Director, provided the Board with the Second Quarter Finance Report Covering the period from October 2013 through March 2014. Revenues to date are \$2,419,500, most of which has been generated from sales tax. Sales tax collections have been about 15% higher (\$310,560) than what was anticipated at this point during the budget. He also pointed out that the sales tax growth, which is due to new retail openings, has not resulted in an adverse effect on previously existing retail sales. He also showed a graph illustrating that sales tax growth has been seen across all of the City's bench mark cities, however the growth rate in Cedar Park has outpaced the sales tax growth rates of other cities in the area.

Board expenditures to date are \$1,044,528. He updated the board on the status of expenditures related to board funded projects. A total of \$600,000 of board funds have been transferred for the BMC Drive extension and Bagdad Road projects, which accounts for only a portion of the total project costs. \$1,883,533 has been transferred for all other ongoing 4B projects, \$436,613 of which has been expended to date.

On September 30, 2013 the Fund Balance was \$11,964,411, \$832,648 of which was designated fund balance. It is projected that at the end of FY14 the fund balance will be \$10,626,970, \$832,648 of which will be designated fund balance.

C.0 PUBLIC HEARINGS

- C.1 Public Hearing On A Request By Mr. Najib Wehbe On A Proposed Corridor Enhancement Sign Replacement Project At 430 North Bell In An Amount Not To Exceed \$10,000..
No Public Comments were received.

D.0 DISCUSSION AND POSSIBLE ACTION

- D.1 Consider Approval Of A Request From Mr. Najib Wehbe For A Corridor Enhancement Sign Removal And Replacement Project At 430 North Bell In An Amount Not To Exceed \$10,000.
Vice President Rice said that he was starting to have some concerns about the number of LED screens on monument signs being approved for Board funding. The Board said this was a topic they wanted to further consider in the future.

Director Young moved to authorize the President to execute the Project Agreement amount not to exceed \$10,000 and to execute the resolution recommending the Project to City Council for approval. President Burger seconded the motion. The motion passed with a 6-0 vote.

- D.2 Consider A Request from Engineering For Additional Funding For The Sidewalk Gap Closure Phase 2, Project In An Amount Not To Exceed \$104,500. (Tom Gdala, Senior Engineering Associate)
Darwin Marchell, Director of Engineering, made a presentation to the Board requesting additional funding for the Sidewalk Gap Closure Phase 2 Project. He explained that two years ago the board funded this project in the amount of \$100,000. Due to increased quote prices for concrete per square foot, the entire gap project would need an additional 104,500 to complete all of the originally proposed sections. Mr. Marchell requested \$17,840 which would allow for the completion of all of the proposed gaps with the exception of Buttercup Creek. Buttercup Creek would be included instead in Phase 3.

Director Weibel said he was a proponent of spending whatever was necessary to close the sidewalk gaps as quickly as possible.

Vice President Rice moved to reassign funds from contract services to provide for funds in an amount not to exceed \$17,840 for the sidewalk Gap Closure Phase 2 Project. President Burger seconded the motion. The motion passed with a 6-0 vote.

The Board requested that the Buttercup section of the Sidewalk Gap Project Phase 2 be placed on the June agenda for further consideration.

- D.3 Consider A Request For Funds In The Amount Of \$12,000 To Provide For The Design Of Way Finding Signs.
Kimberly Painter, Budget & Grants Coordinator, made a presentation to the Board requesting \$12,000 to provide for the design of way finding signage for the City. This funding would provide for the design of 3 different styles of directional signage.

Director Young made a motion to reassign funds from contract services to provide for the design of way finding signs in an amount not to exceed \$12,000. President Burger seconded the motion and it passed with a 6-0 vote.

Director Young made a friendly amendment to the original motion moving to authorize staff to set a date for a public hearing and publish a 60 day project notice for the funding of way finding signage in an amount not to exceed \$12,000. Director Wood seconded this motion and it also passed with a 6-0 vote.

D.4 Consider Update On Status And Funding Of Proposed Corridor Enhancement Projects.

Duane Smith, Tourism and Community Development Manager, made a presentation update this board on the status of proposed corridor enhancement projects. He reminded the board that they budgeted \$100,000 for these projects this year. To date there are 150,000 of projects either approved or under consideration. However the Specialty Compounding project, which was approved in June 2013, has not yet begun. Specialty Compounding has therefore not met the terms of the agreement. The Board authorized staff to contact the company and let them know that if they want to continue with project, they need to come back to Board and get a new agreement approved.

D.5 Consider Dates, Agenda And Procedures Related To A Community Development Board Budget Workshop.

The Board indicated that they would like to plan to hold a budget workshop in Thursday June 19th from 1-5 PM, with Friday June 20th as an alternate date for the workshop, should the 19th not be possible.

D.6 Consider Excuse Of Absences From Community Development Board Meetings. (None)

E.1 LIAISON UPDATES / REPORTS – DISCUSSION ONLY

F.1 ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

- a) Delegate Report on Council Actions Directly Related to Items Of April 24 And May 8, 2014, City Council Meetings.

No items were on these agendas for council consideration.

- b) Director And Staff Comments

Duane noted that the June meeting is shaping up to be a very long agenda.

- c) Board Member Closing Comments

None.

- d) Board Member Request For Future Agenda Items.

President Burger said he would have some items for future consideration, but would like to postpone those items till the July meeting, since the June agenda is already very full. He will contact staff with any future agenda items he would like included.

- e) Designate Representatives To Attend Council Meetings On May 22, 2014.

Director Wood said that if necessary he would likely be able to attend. Vice President Rice asked if he and other board members would be allowed to attend the council


meeting on May 22nd to see Director Van Arsdale sworn in. J.P. LeCompte, City Attorney, confirmed that this would be permissible.

Next Regular Scheduled Board Meeting Tuesday, June 10, 2014 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

G.1 ADJOURNMENT

The meeting adjourned at 8:40 PM.

PASSED AND APPROVED THIS THE 10th DAY OF JUNE, 2014.



David Burger, President

ATTEST:



Dustin Weibel, Secretary

